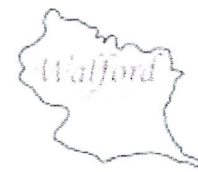


WALFORD PARISH COUNCIL

Minutes of the meeting of Walford Parish Council



Held on Wednesday 17th April 2024, 7:30pm
At Bishopswood Village Hall

Present: Councillors Akers (Chair), Evans, Petersen, Berry, Warburg, Corbett, Barnett, Vine, Watson, Simeon Cole

In attendance: N Richmond (Clerk), and 5 members of the public.

1. Apologies: To accept apologies and note reasons for absence.

Apologies were received from Cllr's Sandra Cole, Llewellyn and Terry whose reasons for absence were accepted.

2. Declarations: To receive declarations of interest and consider any written applications for dispensations.

No written requests for dispensation were received and no declarations of interest made.

3. To consider minutes of the previous meeting held on Wednesday 20th March 2024.

The minutes having been circulated were agreed as a true record of the meeting and were signed by the chairman.

4. Public participation session:

4.1. To receive an update from West Mercia Police.

No representative of West Mercia Police was in attendance. Cllr Corbett advised that he has been in contact with West Mercia Police to obtain information on local crimes being committed and anti-social behaviour recorded so far without success but he will persevere.

4.2. To receive a report from the Localities Steward.

Reports had been circulated. No questions arose.

4.3. Public participation session: three (3) minute limit per person (15 minutes maximum)

Grahame Morgan-Watson asked if Riversea Holdings leased the canoe launch from Walford Parish Council. He was advised that it is not a lease but a management agreement. He then questioned in relation to agenda item 6.3.3 why parish council was considering providing financial assistance to a company. Cllr Berry advised that the existing car park ticket machine was provided by the council. Mr Morgan-Watson asked if the council insurance covered the sale of alcohol on the site. The clerk advised that he would notify the council's insurers although it was likely that they would make no comment. Frank Myers commented on the migration of crime into rural areas and suggested that more CCTV in the village might help prevent this. Cllr Corbett suggested there might be issues in recording individuals who had a right to access any recordings made.

5. Finance:

5.1. To approve the payment on Appendix A.

Cllr Berry proposed that the payment be approved. This was seconded by Cllr Cole and all voted in favour.

5.2. To ratify the payments on Appendix A.

Cllr Warburg proposed that the payments be ratified. This was seconded by Cllr Petersen and all voted in favour.

5.3 To approve the Year End accounts 31st March 2024 and consider a draft AGAR.

Cllr Berry proposed that the accounts presented be approved. This was seconded by Cllr Cole and all voted in favour. Cllr Berry then proposed that the draft AGAR be approved. This was seconded by Cllr Petersen and all voted in favour.

6. Kerne Bridge Canoe Launch: To receive reports and consider any actions:

6.1. KBCL Maintenance Co-ordinator report.

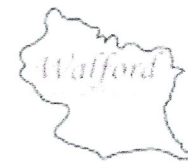
Cllr Petersen noted that the performance management checklist had been completed following the site inspection that had been carried out on 23rd March 2024. Cllr Petersen has written to Herefordshire Council concerning the potential listing of the railway buttress and they consider this to be a realistic proposition. He will obtain quotes for the remedial work on the buttress bearing in mind the budget allocated. Cllr Barnett suggested that the cost might be spread over several years. Cllr Watson commented that Heritage grants might be available and will provide a list of sources to Cllr Petersen.

6.2. To consider the following actions from the KBCL Working Group meeting held on 23rd March 2024

6.2.1 Marking out of the parking bays using raised dividers.

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Cllr Akers had circulated details of raised brick dividers. Cllr Barnett proposed that these be adopted as the best solution. This was seconded by Cllr Akers and all voted in favour. Costs will be obtained and presented to the next parish council meeting.

6.2.2 Improved signage on site.

Cllr Simeon Cole advised that he has a frame and roof for a new noticeboard that can be installed at KBCL. It was agreed that he will deliver it to site within the next two weeks and Cllr Barnett will install. The clerk advised that he can obtain a wooden noticeboard from The Mens Shed in Ross. Cllr Simeon Cole is to provide a picture and description of the timber from KBCL to be advertised for sale on the website and/or newsletter.

6.3 To consider the following proposals from Riversea Holdings Ltd:

6.3.1 To increase canoe launch fees to £3.

6.3.2 To increase car parking fees to £2 up to an hour, £5 for three hours, £7 for all day parking.

Cllr Berry proposed that these be taken together which was agreed. Cllr Berry then proposed that they be approved. This was seconded by Cllr Simeon Cole and all voted in favour.

6.3.3 That council contribute to the purchase and installation of an updated ticket machine which accepts card, coin and contactless payments.

Riversea Holdings have sourced a second-hand machine at a cost of £2,000 plus installation costs of approximately £750. Given that council has not budgeted for this expenditure Cllr Berry proposed that council contribute £500. As a counter proposal Cllr Simeon Cole proposed that council reallocates part of the railway buttress budget to fund the purchase of the machine up to a limit of £2000 with Riversea Holdings paying the installation cost. The ticket machine would then become a Council asset to be listed on the asset register. There was discussion that this new machine would very likely increase revenue from car parking fees, and it would be expected that such fees would cover the cost of purchase in under two years. This proposal was seconded by Cllr Petersen and a vote taken with 9 in favour 1 abstention so was PASSED.

6.3.4 To approve the operation of a mobile bar, including pizza offering, on the following dates and times:

6.3.4.1 Saturday 4th May and Sunday 5th May between 3.30pm and 7.30pm

6.3.4.2 Friday 24th May and Saturday 25th May between 3.30pm and 7.30pm.

Cllr Berry proposed that approval be granted. This was seconded by Cllr Petersen and a vote taken with 9 in favour and 1 abstention so was PASSED.

6.3.5 To consider granting approval to Riversea Holdings Ltd to submit a planning application for a new café structure that may remain on site during the canoe season and removed thereafter, such structure to be removeable during the canoe season as required (i.e. in the event of flooding). (It is noted that Herefordshire Council has a large planning backlog and, as yet, no Planning Officer has been appointed for the pre-application previously submitted)

Cllr Berry proposed that consent be granted in accordance with clause 2.3.4 of the management agreement. This was seconded by Cllr Simeon Cole and all voted in favour.

6.4 To receive an update on the improvements to access the permissive footpath (from Kerne Bridge to the Canoe Launch) directly from the Inn on the Wye.

Cllr Simeon Cole has had a site meeting with the Herefordshire Council officer and a plan is being developed for a dog-leg path from the rail indicated to avoid the drop on the other side.

6.5 To receive an update on the conversion of the permissive footpath to a Public Right of Way.

Cllr Warburg is still working on this, but he feels that the idea of making it a bridleway thus allowing horse riders would not be acceptable to Herefordshire Council.

6.6 To note the updated independent Risk Assessment for the KBCL site and consider any actions.

The clerk has published the risk assessment on the council website. Any comments to be forwarded to the clerk.

7. Projects: To receive written reports from the following projects and working groups and consider action:

7.1. Community Support Scheme Coordinator

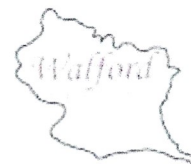
No written report had been submitted. Cllr Barnett advised that the Bishopswood Village Hall lunch had been held that day. A meeting will be organised with Walford Village Hall regarding improvements to the path to the Hub now that the Chair of the Village Hall had returned from holiday.

7.2. Police Liaison.

Cllr Corbett reported that Walford School has been subjected to more vandalism. He will provide wording to the clerk about this to be published on the council website.

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7.3. Howle Hill Memorial Project – no current update.

7.4. To receive an update on the Parish newsletter.

More articles are required, Cllr Berry is to provide an article on the year-end financial position of council and has already prepared one on the council Code of Conduct.

7.5. To receive an update on the installation of a defibrillator on Bulls Hill.

Cllr Akers has not had a response from the Locality Steward concerning the post identified for the solar panel. She will send Cllr Simeon Cole a picture as he is to meet the Locality Steward and can ask him.

8. Highways and public rights of way: To receive written reports and consider actions:

8.1. PROW officer

Cllr Evans reported that Herefordshire Council are seeking more quotations from contractors for the work required on footpath WA66. Cllr Simeon Cole advised that following a bridge collapsed on WA22 Herefordshire Council had closed the footpath. Herefordshire Council are to provide a composite bridge which Cllr Simeon Cole has thankfully agreed to install. Cllr Evans is rightly incensed that Walford Parish Council has not been informed of this and asks that the clerk take this up with Herefordshire Council.

8.2. Lengthsman Co-ordinator

8.2.1. To appoint a new Lengthsman Co-ordinator following the resignation of Councillor Cole.

Cllr Akers asked if any councillor wished to take this on but no-one expressed an interest, so it was decided that the clerk would co-ordinate instructions to the lengthsman.

8.3. To approve and sign the Lengthsman scheme contract for 2024/25.

Cllr Warburg expressed reservations about the figures in the annual maintenance plan. The clerk advised that the figures are designed to enable council to obtain the maximum funding from Herefordshire Council and do not represent an undertaking by council to spend any more than the matched funding amount. The question of pothole repairs was raised and it was agreed that we would strike that out of the scope of work as council does not want to be responsible for work that should be carried out by Herefordshire Council. Cllr Watson proposed that with the pothole filling removed from the contract that it be signed. This was seconded by Cllr Berry and all voted in favour. The chairman and clerk signed the contract.

8.4. To receive an update on the repairs to the Coughton bus shelter.

The clerk continues to seek further quotations.

8.5 To consider an instruction to the lengthsman to carry out drainage work on Bulls Hill.

Council agreed that this work should be carried out. The clerk suggested that rather than seeking a quotation it should be carried out by two or more maintenance days such that the cost could be reclaimed from Herefordshire Council under the parish lengthsman scheme and this was agreed.

9. Planning:

9.1. To comment on applications for determination by Herefordshire Council - see Appendix

P240690 Hom House – replacement conservatory. Councillors believe they have already agreed to support the application.

10. Daycroft Lane: To receive an update.

The clerk advised that having contacted the Natural Flood Management Team at Herefordshire Council a representative offered to attend the next Safety and Environment Working Group meeting to outline what might be possible.

11. The Dam: To receive an update.

The clerk reported that following the announcement that council offers the land for sale and delivered letters to local residents there has been a register of interest from one party. The deadline for expressions of interest is 31st May 2024.

12. Leys Hill Junction: To receive an update.

Cllr Akers advised that she has e-mailed Cllr Barry Durkin the Herefordshire Council Cabinet Member for Roads & Regulatory Services but has not yet had a reply.

13. To consider a request from Bishopswood Village Hall for a grant toward the cost of a solar battery.

Cllr Barnett proposed a donation of £500 toward the solar battery. This was seconded by Cllr Berry and all voted in favour.

14. Closure of Bishopswood Church for services.

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To consider a council response as a consultee.

Cllr Watson advised that because of a lack of facilities at the Church and there being no funds available to upgrade the facilities while it was regrettable that services could not continue it was understandable, and she understood that services will be held at Bishopswood Village Hall. Council did not consider that a formal response was necessary.

15. To consider correspondence received

The question raised over closing the gate at KBCL was considered, however the rotten condition of the gate and the contractual requirement between Herefordshire Council and WPC to keep the access open at all times make this an impractical idea.

16. Use of gov.uk e-mail addresses.

The clerk has spoken to Mark Millmore who believes that any issues are not with Stackmail but are user issues. Councillors who wish to use gov.uk e-mail are to provide the clerk with their current password which he will give to Mark Millmore to check that it works from his perspective. Mark has offered to help any individual councillors who have problems.

17. Items for next meeting agenda: (No discussion)

- 17.1. Leys Hill Junction
- 17.2. The Dam
- 17.3. Daycroft Lane
- 17.4. Defibrillator installation at Bulls Hill
- 17.5. Domestic Violence.
- 17.6. The Hub – new paved path
- 17.7. Separate bank account to hold allocated Reserves.

18. Next WPC meeting: Wednesday 22nd May 2024 7.30pm Walford Village Hall

The meeting finished at 21.30 pm.

Signed by the Chairman.

 Joanne Akers

DATE 22/05/2024